

**KEYES UNION ELEMENTARY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
NOTICE OF REGULAR BOARD MEETING  
Wednesday, November 12, 2014  
Closed Session – 5:30 p.m.  
Regular Session – 6:00 p.m.**

A regular meeting of the Keyes Union Elementary School District Board of Trustees:

1. OPENING

- 1.1. **Call to Order** – The meeting was called to order by Jeff Reed, President, at 5:30 p.m. at Keyes Elementary School Cafeteria.
- 1.2. **Roll Call** – A quorum was established and roll was taken.  
Present: President, Jeff Reed; Vice-President, Jimmy Emmons Sr.; Member, Bob Edwards;  
Member, Wesley Greene  
Tardy: None  
Absent: Clerk, Tammy Suarez  
Others Present on Roster: Cynthia Schaefer, Superintendent; Timothy Torres Mofhitz, Principal;  
John Stuart, Principal; Rusty Wynn, Principal; Cyndi McDaniel, Curriculum/Instructional Support  
Coordinator; Michelle Christiansen, CBO; Marilyn Palmer, Recorder.  
Others Present: Carolyn Stewart, Wilma Richter, Andrew de Kanter, Jill McGinnis, Jennifer  
Hayes, Merry DeSomma, Trista Boucher, Jimmie Fuddis, Cheri Silva, Angela and Matt Nichols,  
Adam Fleenor, Anita Tyson, Shirley Buell, Joni Valponi.

2. INVITATION TO ADDRESS THE BOARD OF TRUSTEES ON CLOSED SESSION ITEMS

*As provided by law, the Board of Trustees may request to meet in Closed Session for consideration of personnel qualifications, possible or pending litigation, employee grievance, student discipline or employee organization items which are timely.*

Motion by Wesley Greene., Seconded by Jimmy Emmons, Sr. to go into Closed Session at 5:31 p.m.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes;  
Wesley Greene - Yes

3. CLOSED SESSION

- 3.1. **Negotiations Update with District Chief Negotiator** – By Cynthia Schaefer
- 3.2. **Possible Legal Litigation (2)** – By Cynthia Schaefer
- 3.3. **Superintendent’s Contract** – By Cynthia Schaefer

Motion by Bob Edwards, Seconded by Wesley Greene to come out of Closed Session at 5:55 p.m.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes;  
Wesley Greene - Yes

4. BOARD REPORTS OUT CLOSED SESSION ITEMS AND APPROVAL/AMENDMENT OF AGENDA

- 4.1. **Report Closed Session Items** – No action taken in closed session.
- 4.2. **Approval/Amendment of Agenda**

Motion by Jimmy Emmons, Seconded by Wesley Greene to amend with item 10.1 updated.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes; Wesley Greene - Yes

5. FLAG SALUTE

5.1 Flag Salute and Recognition of Keyes to Learning Charter School Students – By Rusty Wynn

6. INVITATION TO ADDRESS THE BOARD OF TRUSTEES on any items listed or not listed on agenda

*This item is placed on the Agenda so that members of the audience have an opportunity to speak regarding subjects or concerns that appear, or do not appear, on the agenda. The Board President reserves the right to limit speaking time to 5 minute per person and 20 minutes for all comments. The Board of Trustees is prohibited from discussing or acting upon matters not on the agenda. Anyone wishing to speak to the Board of Trustees is requested to fill out a form “Request to Address the Board” located at the back of the boardroom. Please submit the form to the Executive Assistant to the Superintendent.*

6.1 Invitation to Address the Board of Trustees on any item listed or not listed on the agenda

7. ANNOUNCEMENTS

7.1 Turkey Dinner Fundraiser at Spratling Middle School – November 13, 2014 from 5:00 p.m. to 7:00 p.m.

7.2 Keyes Elementary School Book Fair – November 14 and November 17-21, 2014

7.3 Keyes Elementary School Parent Conferences – November 17-21, 2014

7.4 Spratling Middle School Parent Conferences- November 17, 18 and 20, 2014

7.5 Non-Student Days for Keyes to Learning Charter School – November 24-26, 2014

7.6 Thanksgiving Break – No School – November 27-28, 2014

7.7 Site Visitation by Members Wesley Greene and Jeff Reed with Superintendent – Wednesday, December 3, 2014

7.8 Site Visitation by Board Members Tammy Suarez and Jeff Reed with Superintendent – Tuesday, February 10, 2015

8. RECOGNITION/PRESENTATION

8.1 District Office Building Project – By Ron Holcomb

8.2 LCAP Update – By Cynthia Schaefer

8.3 Staff Reports

8.3.1 Timothy Torres Mofhitz: Accolades to Jennie Smith, Julie Shubin, Breann Lomeli, Brenda Hunter, Denise Moran, Danielle Ray and Joni Valponi; The Fall Festival pumpkin run was a huge success; Professional development was provided to staff with a focus on using student language practices.

8.3.2 John Stuart: Accolades to Angie Nichols for her efforts on Outdoor Education, Developing Reading/Writing, Intervention, Principal Designee, IEP’s last year and other

- support; Coffee with the principal held. October 9-10<sup>th</sup> was the CORE ELA professional development day at SMS; Turkey Dinner fundraiser is November 13<sup>th</sup>.
- 8.3.3 Rusty Wynn: Accolades to dedicated KTL staff; Staff development day on November 25; K-6 staff had perfect attendance for parent conferences; working on a high school sports program with other charter high schools.
- 8.3.4 Cyndi McDaniel – Accolades to Kelli Estes, Sophia Garza, Andrea Akers, Lett Rouse and Denise Moran. Thank you to Tim Torres, John Stuart and Rusty Wynn for their support. There is a SMARTBoard training scheduled for two days in December. The administrative team with with the CORE trainer to become more familiar with the California Framework for ELA and ELD.
- 8.3.5 Carolyn Stewart – EL’s – at KES there are 254 students (49%) and at SMS there are 80 students (35%). Completed the CELDT testing. Students have made growth. Title III accountability report was given out. Thank you to the board for approving the EL master plan that a committee took two years to plan and prepare.
- 8.3.6 Wilma Richter – Interventions/Extended Day is serving 290 students to support them for reading and math. Pilot program was extended for Renaissance Reading that is also available. December 1<sup>st</sup> will be the start of the 2<sup>nd</sup> set of interventions. 1/3 more students met goals more than last year.
- 8.3.7 Michelle Christiansen – Reviewed PowerPoint on budget to the board and public along with Shirley Buell answering questions.. Board appreciated the presentation.

## 9. CONSENT AGENDA ITEMS

*Actions prepared for Consent Calendar are consistent with adopted and approved policies of the District and are deemed routine in nature. They will be acted upon in one motion without discussion, unless members of the Board request that an item be removed from the Consent Calendar. In that event, it will be taken up in the order indicated on the main agenda.*

### 9.1 Approval of Minutes

We request the Board of Trustees approve the minutes for the following:

- Regular Board Meeting of October 8, 2014
- Special Board Meeting of October 22, 2014

### 9.2 Approval of Claims and Payroll

We request the Board of Trustees approve the Claims and Payroll for the month of October, 2014. These documents have been provided to the Board under separate cover and are available to the public upon request.

### 9.3 Approval of Administrative/Management Reports

We request the Board of Trustees accept the school site and management reports from schools in Keyes Union School District as presented.

### 9.4 Approval of Contract for Keyes Union School District

- 9.4.1 Medi-Cal Administrative Claiming Agreement with SCOE between July 1, 2014 through June 30, 2017

### 9.5 Approval of Head Start Documents

- 9.5.1 EHS Budget Revision #1 2014-12
- 9.5.2 Memorandums from the Office of Head Start: ACF-IM-HS-14-05 Audit and ACF-IM-HS-14-06 Domestic Violence.

### 9.6 Approval of Annual Organizational Meeting

The Governing Board of each district must hold an annual organizational meeting pursuant to Education Code Section 36143. The organizational meeting for the 2014-15 school year must be held between December 1 and December 19, 2014 (EC 5000, 5017, 35143). We recommend the Annual Organizational Meeting be at 6:00 p.m. on December 10, 2014, at the Regular Board Meeting.

9.7 **Approval of Donations to Keyes Union School District**

- 9.7.1 Donation by Don's RV Center to Youth Basketball for \$452.00
- 9.7.2 Donation by Cynthia Schaefer for School Banner Value \$92.00
- 9.7.3 Donation by Cynthia Schaefer to KUSD for \$300.00

Motion by Bob Edwards, Seconded by Wesley Greene to approve items 9.1 through 9.7 as presented.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes; Wesley Greene - Yes

10. **ACTION ITEMS**

10.1 **Approval of Certificated/Classified/Confidential/Management Personnel Actions**

We request the Board of Trustees approve the Personnel Actions listed on the attached document, as presented.

Motion by Jimmy Emmons, Sr., Seconded by to approve personnel actions as amended.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes; Wesley Greene - Yes

10.2 **Public Hearing – Keyes to Learning Charter School 2015-2020 Charter Renewal Petition**

The Board President will conduct a Public Hearing to discuss the Keyes to Learning Charter School 2015-2020 Charter Renewal Petition.

Opened at: 7:19 p.m. Closed at: 7:20 p.m. with no comments.

10.3 **Approval of Keyes to Learning Charter School 2015-2020 Charter Renewal Petition**

The District's initial proposal for the 2014-15 school year to Keyes to Learning Charter School is included. We request the Board of Trustees accept the initial proposal by District for the 2014-15 school year. The petition is provided under separate cover and is available upon request.

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to approve the Keyes to Learning Charter School 2015-2020 Charter Renewal Petition as presented.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes; Wesley Greene - Yes

11. **REPORTS**

11.1 **Superintendent's Report** – By Cynthia Schaefer

There are approximately 56 students that will be receiving tutoring through SES for the NCLB Act. Contracts will go to the board for approval in December; Leader in Me focuses on developing leaders with students one at a time. Worked with LCR to set up action goals to meet standards; New ELD/ELA framework; Turkey dinner is tomorrow; Accolades to Marilyn Palmer for her dedication to work even with her broken foot.

11.2 **Board Member Comments**

- 11.2.1 Bob Edwards - None
- 11.2.2 Jimmy Emmons, Sr. – The Keyes parade was great; Turkey dinner tomorrow; Thank you to Michelle Christiansen for the budget report.
- 11.2.3 Wesley Greene – Staff has good character, dedicated and committed – thanks what KUSD is about.
- 11.2.4 Tammy Suarez - Absent
- 11.2.5 Jeff Reed - There was another lockdown and areas that can improve for a true emergency. There was a lot of parent and staff involvement for the pumpkin run.

12. **INFORMATION**

- 12.1 **Next Board Meeting** –A Regular Board Meeting will be held on December 10, 2014, at Keyes Elementary School Cafeteria. Closed Session will begin at 5:30 p.m. and Regular Session will begin at 6:00 p.m.

13. **ADJOURNMENT**

Motion by Bob Edwards, Seconded by Wesley Greene to close the Regular Board Meeting at 7:34 p.m.

Vote: Bob Edwards – Yes; Tammy Suarez – Absent; Jeff Reed – Yes; Jimmy Emmons, Sr. – Yes; Wesley Greene - Yes

Prepared by,



Cynthia Schaefer  
Secretary to the Board of Trustees